

WEEKLY PROGRESS REPORT

NAME

Supervisor's Signature \_\_\_\_\_

TOTAL SAMPLES ASSIGNED:			
RUSHES			

RUSHES			

LABORATORY TIME		
Time Allocation		
VACATION		
HOLIDAY		
SICK		
PERSONAL		
COMP TIME		
LEAVE W/O Pay		
COURT		
COURT TRAVEL		
QA/QC		

Drug Laboratory

[illegible][illegible][illegible]

SAMPLES ASSIGNED
SAMPLES COMPLETED
SAMPLES IN BACKLOG

Safety

INSTRUMENT MAINT.		
TRAINING		
TRAINING TRAVEL		
MEETINGS		
CASEWORK		
OTHER - IN LAB		
OTHER - OUT OF LAB		
Total All		
Total Out of Lab		

Comments:			
			In Progress

0

Total time out of lab	0.00
Total time in lab	37.50
Total overtime*	0.00

In Progress

Cases worked on OT				

Case#	Type	Case#	Type	Case#	Type	Case#	Type	Case#	Type	Case#	Type	Case#	Type	Case#	Type	Case#	Type	#
																		0